

CANS Bulletin

September 2018



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The Grapevine—A Note From Cheriee

Fall is here! September 22 is the official start of fall and the autumn equinox, the day with equal hours of day and night. As temperatures cool off and the leaves change to their autumn hues back, we are fully into the back to school season!

Team Nutrition has some great [back to school resources](#)! There are *Welcome Back to School Lunch* and *Be Your Best with Breakfast* handouts for children and their parents. As well as guides to school lunch and school breakfast. Printed copies of these resources can be requested for any school operating the School Nutrition Program. If you are working on your school wellness policy, you can find wonderful resources at the [Team Nutrition Local School Wellness Policy Outreach Toolkit](#) (www.fns.usda.gov), including a PowerPoint ready to present to teachers or parents, flyers for parents, and even resources for social media or school newsletters.

Team Nutrition also has wonderful resources for [Child and Adult Care Food Programs \(CACFP\)](#), like *Growing a Healthier Future with the CACFP* infographic, colorful posters, and training worksheets. And while you are checking out these great resources, be sure to sign up for the Team Nutrition newsletter by clicking on the [red envelope](#) at the top right of your internet browser screen. You will get email alerts straight from Team Nutrition.

Professional development is on everyone's mind at the start of the school year or program year. The Institute of Child Nutrition has a wonderful new [online learning portal](#) that has 7 courses for CACFP, several culinary technique (how to cut up fruits and vegetable) and human resource courses, and of many courses for schools. You can find a list of these courses by clicking the hyperlink (blue text) above or navigating to the online learning portal from www.theicn.org. School personnel can count training through this learning portal towards meeting their annual training requirements.

In September, our SNA SD partners and I will be presenting a preconference at the [SD Associated School Business Officials](#) Fall Conference. Ask your Business Manager to visit our session on September 25 from 3:30 to 5:00. As in previous ASBO conferences, we will have a rousing conversation about unpaid meal charge policies and updates to the procurement guidance and thresholds. I hope to see you there!

As we start the new school or program year and work through the inevitable hurdles that keep life interesting remember that you survived last year, you will survive again, and maybe find a few new learned lessons or will take a moment to celebrate the little victories. But most importantly, don't forget your important role in feeding hungry bodies and minds and building a healthier future generation of workers and leaders.

Inhale the beauty of autumn (or maybe frolic in some leaves).

Cheriee Watterson

South Dakota Sponsor Spotlight!

Is your school or agency is doing anything unique and interesting in your programs that you would like to share!? Do you want to be featured in our South Dakota Sponsor Spotlight segment!? Submit any pictures along with a summary of the exciting events that you're doing to DOE.SchoolLunch@state.sd.us.

Community Challenge Grants Awarded in South Dakota

Congrats to the *City of Vermillion* and *Live Well Sioux Falls* on receiving an AARP South Dakota Community Challenge grant! <https://states.aarp.org/aarp-sd-awards-two-community-challenge-grants-in-sd/>

To learn more about the work being funded by the AARP Community Challenge grant program both here in South Dakota as well as across the nation, visit www.aarp.org/CommunityChallenge.

Rapid City Area School District Creates Free and Reduced Application Webinar

The team at the Rapid City Area School District has created a webinar that all agencies that collect free and reduced applications can use! It tells families how to complete the free and reduced application and is generic so that any agency can use it! It can be found here: [How To Complete A Free and Reduced Priced Meals Application](#). Thanks to Rapid City Area Schools for sharing this great resource!

Check in With CANS Monthly Conference Call

SY 18-19 Dates

Mark your calendar!! Check in with CANS is a monthly conference call scheduled for the first Thursday each month. This call is open to all agencies on the School Nutrition Programs. Each call will start with a report from CANS with hot topics, new guidance or program clarifications, and reminders of upcoming dates. There will also be time scheduled during each call for participants to ask questions.

Check in with CANS is scheduled on the first Thursday of each month starting at **2:30 pm CT / 1:30 pm MT**. Calls are scheduled for:

- October 4th
- November 1st
- December 6th
- January 3rd
- February 7th
- March 7th
- April 4th
- May 2nd
- June 6th (*tentative*)

To join the conference call, **dial 1-866-410-8397 and enter code: 6507733610**. If you have trouble joining the conference call, or have additional questions, call the CANS office at 605-773-3413. Feel free to send in questions ahead of the call to DOE.SchoolLunch@state.sd.us please reference "Conference Call Question" in the subject line.

Shortly before the call, an agenda will be posted to the CANS website main page, <http://doe.sd.gov/cans/index.aspx>, under *Check in With CANS*. Shortly after the call is complete, the call minutes will replace the agenda with additional information. Please mark your calendar for these dates and join us!

Fresh Fruit & Vegetable Program— Training Available

FFVP Training Quiz:

As part of program participation, one representative from each school district, at minimum, must complete a six-question FFVP Training Quiz. Please click the link below to view the quiz.

[FFVP Link for Quiz](#)

The below resources will assist in program compliance, and the training quiz.

- **[FFVP Handbook](#) – Official Fresh Fruit and Vegetable Program Handbook – **MUST REVIEW****
- **[FFVP Program Requirements](#) – Brief recording touching on program requirements**
- **[FFVP Program Promotion](#) – Brief recording regarding how to promote the Fresh Fruit and Vegetable Program**

Upcoming Verification Webinars

CANS is preparing to host webinars specific to how to conduct and report results of verification activities. We will work through the Verification process and the Verification Collection Report, also known as the 742 form in two separate webinars.

The **Verification Process webinar** is scheduled for **September 20 at 9:30am CST**.

The **Verification Reporting webinar** is scheduled for **October 10 at 2:30pm CST**.

Click the link below to join both webinars. Call-in number is 866-410-8397. Conference ID is 5156676220.

[Join Skype Meeting](#)

The PowerPoint slides will be posted on the website prior to both webinars. If you have trouble getting into Skype, you can follow along with the PowerPoint.

Remember-you can begin verification activities once the application approval process for the current school year begins and there are approved applications on file. Please refer to the SY17-18 Eligibility Manual for more information or contact the CANS office. The sooner the process starts, the easier it is to meet the November 15 reporting deadline!

Please contact the CANS office at DOE.SchoolLunch@state.sd.us , or call at 605-773-3413 with any questions.

School Garden Grants

The purpose of this mini-grant is to actively engage schools in developing a garden and implementing nutrition education components to show children how food is being produced (grown in the garden), how that connects with the food items served in the school cafeteria and encouraging them to increase their consumption of fruits and vegetables. A team approach including the school, parents and community is recommended. The sub-grant can be used in schools, after school programs, and summer programs that qualify as Team Nutrition entities. Entities can apply for up to \$1,000 each school year. It is acceptable to request smaller amounts. For more information on this mini grant and to receive the application please visit:

<http://doe.sd.gov/cans/teamnutrition.aspx>.

Colony Eligibility Reminder

Some school districts in South Dakota recognize a Hutterite Colony as a site within the district. It is important to remember that program participants at the colony must apply for meal benefits in order to receive meal benefits. [USDA Memo SP 95-04](#) summarizes needed information:

- The total net income of the colony must be divided by the number of all people within the colony as a whole, to determine a per capita share of the community's net proceeds
- Please note – if income is a loss, they could then be considered as zero income

Determining officials would most likely need to work with the financial person associated with the colony in order to determine their total income. The total number of people within the colony would need to be known – this would include anyone within the colony – not just those that are connected to school meals.

Did You Know? Foodservice Managers Listserv

You can subscribe to a statewide Food Service Managers listserv by emailing ListManagers@k12.sd.us. You can keep the subject line blank, and in the body of the email type: Subscribe FoodServiceManagers.

CANS does not oversee this Listserv, but is an opportunity to communicate with other food service managers. For more information, visit <https://www.k12.sd.us/MailingList/FoodServiceManagers>.

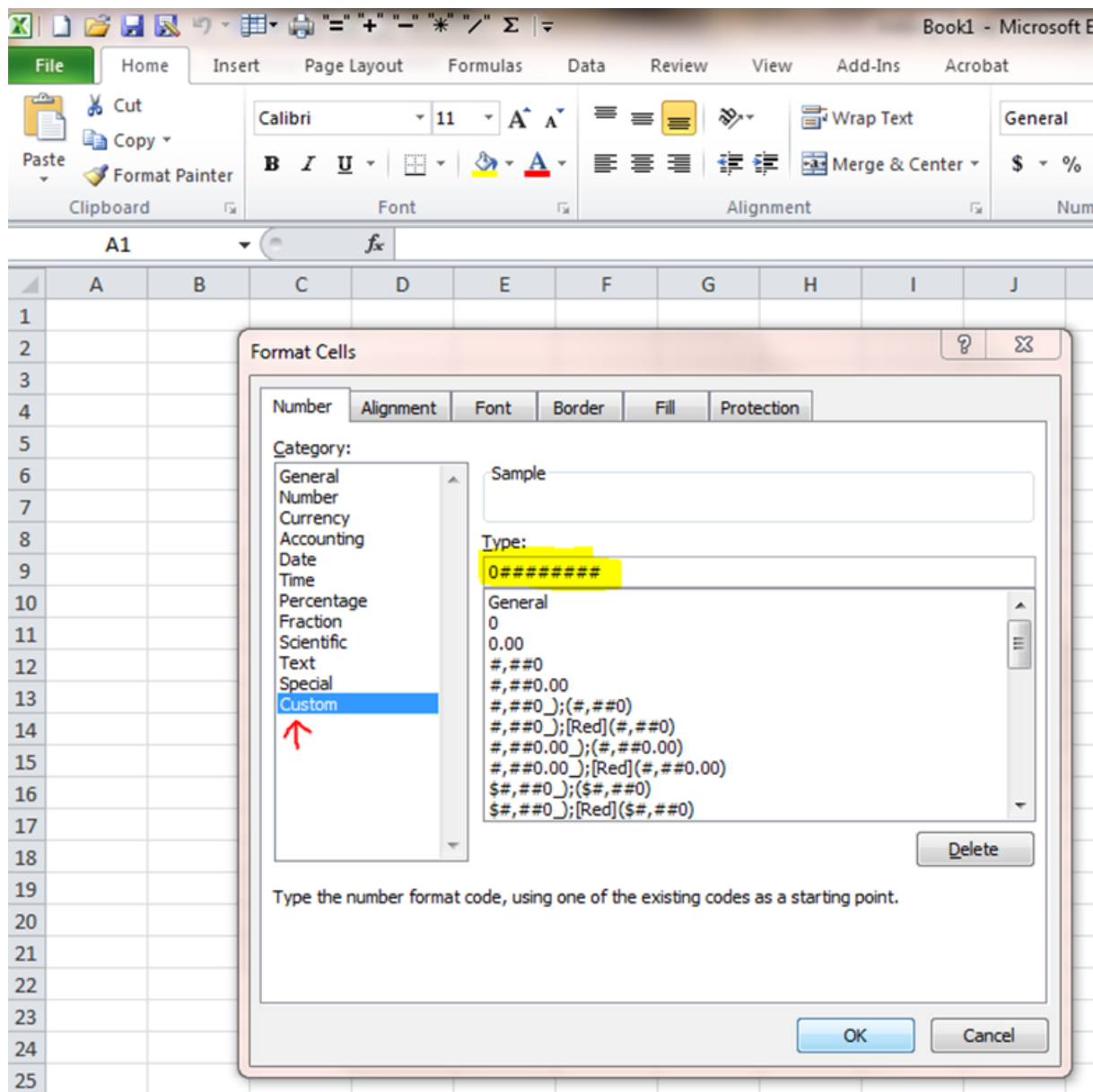
iMATCH—Exporting File for POS

iMATCH Tips – Exporting a File for Point of Service Upload

When exporting your direct certification list from iMATCH for a point of service system upload, please consider the steps and information below. If a student's ID number has a zero as the 1st digit, this zero will most likely not be displayed in an Excel export.

After exporting your student list to Excel, follow the steps below to add the front zero to all IDs.

1. Highlight the column which contains the student ID
2. Right click, select Format Cells
3. Select Custom from the Number tab
4. Type '0#####' (lead zero, followed by eight #'s), and click OK



Upcoming Equipment Grants

The CANS office will have equipment grants available again this year. Check out next month's nutrition bulletin for more information! See below for the anticipated equipment grant timeline:

- The equipment assistance grant application will be posted to the SD CANS website <http://doe.sd.gov/cans/nslp.aspx> by September 2018
- Applications are due October 26, 2018.
- Grants to qualifying SFAs will be announced no later than January 2019
- Grant funds should be obligated by June 30, 2019, if there are concerns with this time frame please contact the CANS office.
- Any funds not used must be returned to the State Agency prior to September 30, 2019.
- Grant recipients should fully expend their NSLP equipment assistance grants by September 30, 2019.

National School Lunch Week

Who: All SFAs that participate in the National School Lunch Program

What: President John F. Kennedy created National School Lunch Week in 1962. This year's National School Lunch Week Theme is "School Lunch: Lots 2 Love". The theme is all about showing off school lunch successes and secrets in your districts. The CANS office would love to see how your school celebrates National School Lunch Week!



When: October 15th—19th, 2018

Where: In your cafeterias and schools!

Why: National School Lunch Week celebrations are a great way to promote your lunch program to students and parents! You can use this week to plan new and exciting items and activities to help increase participation in your programs.

You can find more information and resources for your National School Lunch Week Celebrations on the [School Nutrition Association website!](http://www.schoolnutrition.org/)



Pick It! Try It! Like It!

Tomatoes are September's Pick it! Try it! Like it! Tomatoes should be stored at room temperature for 2-3 days and away from sunlight. The flavor of tomatoes worsens when stored in a refrigerator and should not be kept there. Tomatoes can be used raw in salads or cooked in stews and sauces. They can be peeled by dropping them into boiling water for

30 seconds, followed by plunging them into ice water; carefully use a paring knife to pull away the skin. Tomatoes are high in lycopene, which reduces the risk of prostate cancer. Eating tomatoes with a small amount of fat can increase the absorption of lycopene. For a fact sheet, recipe card, and sampling instructions for Fresh Garden Salsa please visit: <http://igrow.org/up/resources/04-5041-2013.pdf>.

Pick it! Try it! Like it!

New Resource! Foodservice Director Handbook

CANS has created a Food Service Director Handbook as an added resource for the National School Lunch Program and the School Breakfast Program.

This resource includes information on meal patterns, component crediting, food safety, Offer Versus Serve, Wellness Policy, Smart Snacks requirements, procurement, nonprogram foods, and many more.

This resource will be updated to include direct links from the Table of Contents, but for the time being, feel free to scroll through the document to find the resource chapter, or use CTRL+F on the computer to access the Find feature.

[Click Here](#) to check out the Food Service Director Handbook.

Free & Reduced Applications More Than a Meal—Resource

Did you know that free and reduced applications can be used for more than just determining eligibility status for a child?! Free and reduced applications can benefit your district in various different ways such as teacher student loan forgiveness or Title 1 funding. The CANS office has created a new resource that you can share with your families to encourage them to fill out free and reduced applications! You can find a [PDF version](#) that is ready to share as well as an [editable version](#) for your school to adjust or add information to on the [CANS NSLP website](#) under the *School Meal Programs Resources* dropdown.

Team Nutrition

Did you know that Team nutrition can help you obtain and/or plan trainings?*

- **Travel Stipends.** We could pay for mileage, per diem, hotel, and registration at state rates for participants who need assistance to attend the training. We have about \$6,000 available, so if one would assume \$150 per person as a rough estimate we could help 40 people, or even at \$100 per person we could help 60 people. The reimbursement would run through SDSU and would be made after attendance at the event.
- **Printed Materials.** We have \$1,000 budgeted for any materials that would need to be printed, or supplies needed for the trainings.
- **Consultant/Trainer.** We have \$9,000 available to bring in a consultant/trainer. So as we talked about we could break this up into different trainings, or we could have the one trainer travel across the state on different dates. Lots of options with this.
- **Online Registration/Help Setting Up Event.** We have access to many students and we have built in free access to an online registration system through the university that we can use to help them market and promote the event.

*You must be a Team Nutrition School to receive funding. Not a Team Nutrition School? All you have to do is register here: <https://www.fns.usda.gov/tn/team-nutrition>.

SNA Webinar Wednesdays

On Wednesdays the School Nutrition Association (SNA) presents webinars relating to various topics across the Child Nutrition Programs. Below you will find a list of upcoming webinars that they will be hosting. You can find more information about each of the webinars as well as registration information here: <http://schoolnutrition.org/Webinars/>

Registration is Open:

Best of #ANC18: Marketing to Generation Z

Wednesday, September 12, 2018, 1:00 pm CT / 12:00 pm MT

Generation Z, the kids you serve, have a distinct palate, bright ideas, and a hungry appetite. Ever wish you could read their minds and really understand what they want and how to get them excited for school lunch? Stephen Vinson is the Gen Z whisperer, and he's ready to share their secrets!

Best of #ANC18: Making it Count with Offer Versus Serve

Wednesday, September 19, 2018, 1:00 pm CT / 12:00 pm MT

Need a refresher on Offer vs. Serve? Gain a better understanding of the concept and how to identify a reimbursable meal quickly and correctly.

Best of #ANC18: PLEASE Stop Working on Your Weaknesses!

Wednesday, September 26, 2018, 1:00 pm CT / 12:00 pm MT

As presented at #ANC18, this leadership session webinar makes the concept of "working in your strength zone" practical and simple to understand and implement. Learn to develop your strengths while understanding how to work in an environment where you can't do everything perfectly.

Best of #ANC18: A Director's Guide to SLAY the Administrative Review!

Wednesday, October 3, 2018, 1:00 pm CT / 12:00 pm MT

Does the thought of an Administrative Review (AR) frighten you? Hear from directors who have created the "Successful, Logical, Accurate, Yielding positive results" method (SLAY) to achieve a successful AR.

Registration Coming Soon:

Best of #ANC18 Webinar Series

Beginning in August SNA will be bringing you the Best of #ANC18 webinar series. This series will highlight a few of the highest-rated education sessions from the conference. If you could not make it to the conference be sure to register for this exciting webinar series where we bring ANC to you!

Upcoming Webinars in the #ANC18 Webinar Series:

- Rolling the Dice with Mobile Buses
- Swipe Right, How to Find a Chef



Building for the Future with CACFP

Mealtime Memos for Child Care

The August 2018 issue of *Mealtime Memo for Child Care*, the monthly newsletter that includes menus, recipes, and activities related to child care, is now online at <https://theicn.org/icn-resources-a-z/mealtime-memo/>. The August 2018 issue is titled **Family Meals – Oh Yea!!!**.

NEW CACFP Webinar

A new webinar has been recorded to cover the topic of Understanding Grains and Whole Grains in the CACFP. The webinar, handouts, and quiz are posted at <http://www.doe.sd.gov/cans/cacfp.aspx#training>. If you are trying to access the webinar by typing the web address, use this URL (<http://www.doe.sd.gov/cans/cacfp.aspx>) and then scroll down on the page until you get to the training section of the page. The first link only works as a link and current does not work if you try to type it in.

Turnip the Beet Summer Meals Award Program– South Dakota Nominations Due 10/10/2018

The [Turnip the Beet Award](#) recognizes outstanding Summer Meal Program sponsors across the working hard to offer high quality meals to children that are appetizing, appealing, and nutritious during the summer months.



Summer meals are critical in the lives of millions of our nation's youth, whose risk for food insecurity increases during the summer months when they no longer have access to the National School Lunch and School Breakfast Programs. Summer meal programs, including the SFSP and the Seamless Summer Option within the NSLP, present the opportunity to help alleviate summertime food insecurity and positively impact children's growth and development by offering nutritious meals and encouraging children to develop healthy habits at a young age. High quality summer meals provide daily energy, and help make sure children are healthy and ready to learn when they return to school in the fall. The Turnip the Beet Award program was created to showcase sponsors who are going above and beyond to ensure that children in their care are receiving high-quality meals that are both nutritious and appetizing.

To learn more about the Turnip the Beet Awards see the [South Dakota Turnip the Beet Award Information](#), nomination form and overview at SD DOE SFSP website <http://doe.sd.gov/cans/sfsp.aspx>. South Dakota has set October 10, 2018 for your nomination submission deadline.

The Post Summer SFSP Survey for Summer Food Service Program Sponsors has been sent to summer contacts and responses are due back on September 11, 2018 or before. The SFSP Wrap-Up Call **Save the Date is Wednesday, October 3, 2018**. Survey tabulations and plans for summer 2019 will be discussed.

Food Distribution

Welcome back to a new school year!

Monthly Ordering Schedule for SY 2018-19

- September order opened on July 23, 2018 and closed August 9, 2018
- October order will open on August 23, 2018 and close on September 10, 2018
- November order will open on October 1, 2018 and close on October 10, 2018
- December order will open on November 1, 2018 and close on November 12, 2018
- January order will open on November 27, 2018 and close on December 10, 2018
- February order will open on January 2, 2018 and close on January 11, 2018
- March order will open on February 1, 2018 and close on February 11, 2018
- April order will open on March 1, 2018 and close on March 11, 2018
- May order will open on April 1, 2018 and close on April 11, 2018

FFAVOR (DoD Fresh)

Survey 145 named DoD SY18-19 DoD FFAVORS Commitment has been reopened to allow schools to add entitlement money. The survey will be open from August 23, 2018 to September 10, 2018.

SPEND, SPEND, SPEND

Each school district is encouraged to spend 105% of their annual entitlement. When placing monthly orders or adding dollars to your FFAVOR Survey 145, the iCAN system will allow you to spend 105% of your total annual entitlement dollars.

Cargill Egg Products

Cargill Kitchen Solutions-Sunny Fresh has experienced an unforeseen demand for their Grilled Egg Patties. Until further notice, South Dakota will be unable to obtain product #300304 Grilled Egg Patties from Cargill Kitchen Solutions. If you requested allocations of this product in your annual survey, the allocations will be cancelled, and your entitlement dollars returned to your School District Accounts. We apologize for any inconvenience.

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Past Due Invoices

Orders will be placed on Hold Status if invoices are not paid within 30 days of delivery.

Loss of USDA Foods

All losses of USDA Foods must be reported to the Child and Adult Nutrition Services office as soon as possible. This includes reporting USDA Foods that are lost as a result of a freezer malfunction.

Important Resources and links

USDA Food Product Information Sheets—

<https://www.fns.usda.gov/fdd/nslp-usda-foods-fact-sheets>

DoD FFAVORS log in—

<https://www.fns.usda.gov/fdd/fresh-fruits-and-vegetables-order-receipt-system-ffavors>

- Karen Kenton is South Dakota's FFAVORS representative. You will need to contact Karen for password, product, and receipting issues, new users, and new accounts. You can contact her at: karen.kenton@dla.mil or 303-961-1235.
- FFAVORS Complaints: Go to FFAVORS home page, there is an option to click "Email Account Specialist".

Food Distribution Contract

Please review your Food Distribution Contract in iCAN to make sure your *contact* information is correct. Many schools have the same person listed as the Program, Ordering, and Billing *contact*. This may cause issues if that employee is no longer with the school district, as no one at your school will receive important order or billing information. If changes need to be made to your Program, Ordering or Billing *contact*, please email darcy.beougher@state.sd.us. Please note that just changing the *contact* does not give your employee access to iCAN. To request iCAN access, complete and submit the [iCAN User Request form](#).

FRAC Webinars

Food Research & Action Center (FRAC), a national nonprofit organization for eradicating poverty hunger and undernutrition in the USA, has released information for up and coming webinars for afterschool meals. These webinars range from promoting meals to nutritional education.

You can register for the following webinars by going to this website: <http://www.frac.org/events?eType=EmailBlastContent&eId=ffa7ff22-17a4-4ff2-b031-7d97d2d31be0> and select the webinars you wish to attend or by clicking on the webinar titles below. Please note, these webinars are not hosted by CANS.

[Regional Organizing for Summer Meals Success](#)

Thursday, September 6, 2018 12:00 PM (CT), 11:00 AM (MT)

Convening summer meal partners and setting goals on a local level is a key strategy for reaching more children with the Summer Nutrition Programs. Join this call to learn from three regional workgroups on how they collaborate on a more local level to identify barriers, recruit new partners, and support the overall state expansion efforts.

[Creating a Participatory School Nutrition Program that Improves Student Health](#)

Thursday, September 13, 2018 2:00 PM (CT), 1:00 PM (MT)

September is National Childhood Obesity Awareness Month, a month dedicated to advocating for improved child nutrition. Join us on this call as we discuss how school meal programs can create opportunities for students to be more engaged with their own health. The discussion will include the research on children's health, the incorporation of school nutrition education and culinary training, and participatory menu development.

[Serving on Weekends, Holidays, and School Breaks](#)

Thursday, September 20, 2018 12:00 PM (CT), 11:00 AM (MT)

Did you know that the Afterschool Meal Program can provide meals not just after school, but also on weekends, school holidays, and school breaks during the school year? Serving holiday and weekend meals helps increase nutrition access while also increasing the number of meals programs can claim for reimbursement. Join this call to learn more about extending your afterschool program service into weekends and over school holidays, and how to connect with partners that offer programming during these times.

Action for Healthy Kids

Webinar Series for SY 2018-19

One of our partner organizations in the Child Nutrition Programs, **Action for Healthy Kids**, recently released their fall webinars schedule for the upcoming school year. These webinars will cover a wide range of topics to improve the health and wellness of your school: improving your local Wellness Policy, ideas for Smart Snacks in schools, breakfast in the classroom, messaging to parents, and more!

You can register for one or all of the following webinars by going to this website:

<http://www.actionforhealthykids.org/events/webinars> and selecting the webinars you wish to attend or clicking on the individual webinar listed below. Please note, these webinars are not hosted by CANS.

[MI: Building Healthy Communities](#)

Wednesday, September 12, 2018 | 60 minutes | 9:00 AM (CT), 8:00 AM (MT)

If you want to learn more about Michigan's Building Healthy Communities: Step Up for School Wellness Program, including program overview, goals, requirements, eligibility, timeline, and how to customize the program for your school and apply, please join this informative webinar!

[Game On: Your One-Stop Shop for School Health](#)

Wednesday, September 26, 2018 | 45 minutes | 2:00 PM (CT), 1:00 PM (MT)

It's the beginning of a new school year, which means it's time to get your Game On! The Action for Healthy Kids Game On program is a no-cost, step-by-step online guide that serves as your one-stop shop for school health. Game On provides all the information and resources you need to build a healthy school. Join this webinar to learn how to use Game On to build a strong school wellness program this year. School staff, parents, health professionals and other community members are encouraged to attend.

[Take Action to Improve Health with the School Health Index](#)

Thursday, October 11, 2018 | 45 minutes | 2:00 PM (CT), 1:00 PM (MT)

How does your school determine what to prioritize around student health and wellness? Action for Healthy Kids recommends using the School Health Index to assess your school's health environment to determine what you're doing well and where you could improve. Attend this webinar to learn about the School Health Index, how to use the Action for Healthy Kids school portal to complete the assessment online and how to make the most of the summary reports generated by our technology to improve school and student health. School and district staff, parents and community members are encouraged to attend this webinar.

Updated Policies

Some policies have multiple numbers. That means those apply to multiple programs.

Child & Adult Care Food Program

No new policies have been issued for Child & Adult Care Food Program. Current policies can be found at <http://www.fns.usda.gov/cacfp/policy> (CACFP memos).

School Nutrition Programs (SP Memos)

Policies that apply to school operation and administration can be found at <http://www.fns.usda.gov/school-meals/policy>. **No** new policies have been issued since the last Bulletin.

Summer Food Service Program

No new policies have been issued for Summer Food Service Program. Policies can be found at <http://www.fns.usda.gov/sfsp/policy>.

Food Distribution

No new policies have been issued for food distribution programs since the last bulletin. Food Distribution policies can be found at <http://www.fns.usda.gov/fdd/policy>.

Contact CANS

For any question, comments, or concerns

Email: DOE.SchoolLunch@state.sd.us

Phone: (605) 773-3413

Fax: (605) 773-6846

This institution is an equal opportunity provider.

Professional Standards Reminder: Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement. Reading the bulletin each month does count towards training hours.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

To credit training hours for time spent reading the Nutrition Bulletin, you will need to keep track of the time you spent reading and determine the applicable training codes. Appropriate documentation for this would be a copy of the bulletin signed and dated with the amount of time written on it.